



STAFF REPORT

Meeting Date: November 6, 2017

Agenda Item #: 8b

TO: Mayor and Town Council

FROM: Bonnie Bray, Finance Department

THRU: Susan Parker, Town Administrator

TITLE: **Fire District Fees**

ATTACH: Budget Ordinance Amendment

Summary: Additional Brunswick County Fire District Fees revenue will support three new firefighter positions with related costs, debt service payments for the Ferrara pumper that were inadvertently omitted from the approved original budget for FY18, and additional monies needed to repair the Fire Station #1 roof.

Background: The Town Council approved the additional personnel and the contract for roof repairs on October 17, 2017, and authorized preparation of a corresponding budget amendment. The debt service shortfall was subsequently discovered: interest payments for the Ferrara pumper were included in the original FY18 budget but not semi-annual principle payments.

Discussion: The budget amendment pays for these expenditures from the increase in fire district fees and returns an excess of \$54,800 to the General Fund fund balance.

Fiscal/Policy Implication(s): Staff wages and fringe benefits are calculated for eight months, November 2017 – June 2018; uniforms and training are estimated for the full year. Loan principle payments were verbally approved during FY18 budget discussions but not included in final budget calculations, by mistake. The approved roof contract is offset by a line item in the original FY18 budget for a related engineering study that was not needed.

Legal Implication(s): None.

Recommendation: Staff recommends the Town Council approve a budget amendment to receive the additional fire district fees revenue and expend it for three firefighters, debt service on the pumper, and roof repairs, with the remainder retained in the General Fund fund balance.